



Town of Pagosa Springs Historic Preservation Board
Regular Meeting Minutes
Wednesday, August 12, 2015
Town Hall Conference Room Located at 551 Hot Springs Boulevard
Pagosa Springs, Colorado 81147

- I. **Call to Order / Roll Call:** Vice Chair Peggy Bergon called the meeting to order at 5:15 pm. Present were Board members Judy James, Chrissy Karas, Andre Redstone (arrived at 5:25 PM) and Lindsey Smith. Member Brad Ash was absent. Also present were Planning Director James Dickhoff, Associate Planner Margaret Gallegos, Ashley Burson and Dallas Rae Caywood.
- II. **Announcements:** Staff and Board members welcomed Lindsey Smith and congratulated her on her recent appointment to the Board.
- III. **Approval of Minutes:**
Motion made by Member James, seconded by Member Bergon and unanimously carried to approve the July 8, 2015 Historic Preservation Board regular meeting minutes as presented.
- IV. **Public Comment:** None
- V. **Sign Review:**
A. **New Sign Proposal at 103 Pagosa Street, Mane Avenue Salon.** The property has the same address as the Historic Colton Building, but after further review, it was determined that the applicant's property is separate and not within the Historic District. Planning Director Dickhoff will assist the applicants with the approval of their respective application and reassignment of an address, if necessary.
- VI. **Landmark Designations:** None
- VII. **Alteration Certificate Review:** None
- VIII. **Tax Credit Review:** None
- IX. **Project Review:**
 - 1) **Stone Arch Bridge Grant Application:** Planning Director Dickhoff reported that the Town was notified that this project received a \$166,000 grant award from the State Historical Fund (SHF). Staff is reviewing the grant award details and will be initiating the grant contract in the coming months. Staff has compiled a list of qualified contractors from SHF and will begin preparing an RFP for advertising consultant and construction services, once the contract is formalized.
 - 2) **Water Works Building Grant Application:** The Town received notification that this grant application was denied funding. Our application did rate high, however, the SHF had \$5 million in requests and only 3 million to award. We are considering re-applying in October or April whichever date is most appropriate for the grant request.
 - 3) **Public Presentation Forum:** The HPB has discussed a Public Presentation on the benefits of Historic Preservation, originally hoped during Historic Preservation Month; however, the



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speakers were not available. It was then considered to hold the presentation when the speakers would be available. Board agreed that staff would again reach out to look at the availability of the HPB's preferred speakers, and report back to the HPB.

- 4) **Mary Fisher Statute Project:** No progress has been made on this project. Staff has identified that grant funding is not available for a statue project, though the interpretive signage is eligible for grant funds. Member Karas noted that she would contact the Mary Fisher Foundation to inquire about possible funding and fund raising.
- 5) **Interpretive Sign Project:** No progress on this project, with the exception of the collection of information the HPB conducted during preparing information for the Heritage Brochure. The Board requested that staff provide the Board with the list of topics that were previously complied.
- 6) **Main Street Mural Project:** No progress on this project. Staff hopes to have an RFP advertised by the end of 2015.

X. Decision Items:

- 1) **Letter of Support for Preserving Local Museums:** The HPB has recently considered supporting the preservation / retention of museums in Pagosa Springs, with a letter of recommendation / support to Town Council. Staff has recently presented information regarding the Harman Museum and the San Juan Museum, and the status of those operations and their request for the Town to become more involved in the long-term sustainability of their respective museums. Member Bergon will initiate the email chain for input from each Board member and discussion at next meeting.
- 2) **Final Approval for Local Landmark Plaque insert artwork:** KVO is currently producing the final Artwork for the remaining local landmark plaque inserts, for the HPB's approval. The artwork was received prior to the August 12, 2015 HPB meeting. Staff presented the artwork for the HPB's final approval or comments, at which time staff will initiate the plaque insert order. A few properties may require the installation of posts to display the plaque, in addition to the posts already installed that the HPB determined required a post cap consistent with the conditions on the specific property. The HPB provided final comments on the Plaques Insert Artwork. Member Karas will consult with the owner of the Jail and Dr. McKinley's property for added details to plaque. Member Redstone will assist PD Dickhoff with the installation of post and post cap selections.

XI. Discussion Items:

- 1) **County Courthouse Update:** Staff provided an update regarding the County Courthouse at the meeting. The Town Council has received the Board letter of concern and has noted that Historic Preservation is a high priority on its goals. The Board will continue its research into historic photographs, solicitations, reproduction ideas and discussion at the next meeting.



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- 2) **Certificates of Recognition for Historic District new businesses:** The HPB has expressed interest in providing certificates of recognition for improvements and new businesses within the historic district. Staff was asked to look into the matter with the Mayor and Town manager. Staff will provide an update on this matter at the next meeting.

XII. Public Comment: None

XIII. Reports and Comments:

- A. Planning Department: Planning Director Dickhoff provided a written report to the Board as follows: Planning Commission (PC) Update: The June 09, 2015 PC minutes and the June 30, 2015 Board of Adjustments (BoA) Appeals Hearing minutes are attached for TC's review. Unless signed by the board chair, these minutes are in DRAFT form and have not yet been reviewed or approved by the PC. The July 14th PC meeting was cancelled.

On June 09, 2015, the Design Review Board (DRB) considered and approved the "Major Design Review" development application from the Pagosa Medical center for a proposed expansion. The Hospital is working on the submission of the building permit plan set and they hope to begin breaking ground in September 2015.

The Board of Adjustments (BoA) continued the Appeals Hearing on Tuesday July 21, 2015 at 5:30pm in Town Hall, to further consider an Appeal from Wal-Mart Real Estate Business Trust regarding the Planning Directors determination on the exterior parking lot lights being in violation of the Town LUDC. By a majority vote, the BOA determined the Planning Directors determination was correct. Wal-Mart has submitted a Notice of Appeal for the Town Council to hear before September 28th unless extend to October 26th with the approval of the parties of interest. Staff will continue to work with the Wal-Mart design team to help identify a reasonable solution before the appeals hearing. The Next Regularly Scheduled Planning Commission meeting is on August 25, 2015.

Wall Mart: Staff continues to work with Walmart staff, design team and general contractor for resolution on a number of items. The requested "Loading Dock" landscape screening has been installed on the Cottage development's property.

Pedestrian Walkway Installation Between South 8th and South 7th Streets: The Town Streets department has installed improvements to accommodate a new pedestrian pathway between S. 8th Street and S. 7th Street. The Streets Department installed a new log rail fence, new parking blocks, parking lot stripping and a hard surfaced connection with the S. 8th Street intersection sidewalk ramp. This new pedestrian connection provides connectivity to and from the new-lighted intersection pedestrian crossing facility.



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200 Block Sidewalk Project: The is substantially completed with a few small outstanding items. The new Streetlights have been ordered and the expected delivery is in September 2015.

Geothermal Greenhouse Project: The Geothermal Greenhouse partnership project has advertised for construction bids, which are due by Tuesday July 21st at 2 pm. Included in the bid request are a number of add-on's and in-kind work, which will take some time to review after the bids are received, to develop a comprehensive bid abstract. Five (5) bidders requested plans and attended the mandatory bid meeting on July 7th. Dickhoff reported that the project begin breaking ground this week - by the second week in August 2015.

Lewis Street Stone Arch Bridge: Staff received notice of our grant application being awarded \$166,000. Staff is beginning the review of the award and the contract to be formalized within the next two months. Unfortunately, the grant application for the water works building was not awarded, staff plans to resubmit the application in one of the next grant rounds. .

Town to Pagosa Lakes Trail Segment Projects: The Town's hired third party Uni-Form Act Specialist "Universal Services" continues to work on finalizing the property acquisitions needed for the West and east phases of the TTPL trail commuter routes. Our original representative recently pushes up her retirement, which unfortunately left a void for her fellow staff members to fill. Staff is working with the Universal staff members to reinitiate the momentum for securing the needed trail easements. Town staff has conducted as much of the work we are able to assist with at this time.

Cargo Shipping Container Regulations: At the June 02, 2015 TC meeting, Town Council members were encouraged to forward their comments to Town staff regarding the proposed regulations for the placement, use and design criteria for allowable cargo shipping containers. Since then, staff has received one comment from Council member Alley who stated, *"I only have one item that I would like to see worked on. Could we look into the residential regs a little more? Mostly to make sure that we have a definite understanding of how they would look when their finished. I think that would satisfy me. Thanks, Clint"* Since it appears the split votes/views on this subject, are in reference to the Residential regulations, and as a means to keep this issue moving forward, the Planning Director recommends we bring a separate Ordinance to Town Council for Residentially zoned districts and keep the Commercial regulations separate. If by consensus Town Council supports this direction, Staff will bring a commercial ordinance for consideration on August 4th and prepare a Residential ordinance to consider at a following meeting.

Electronic Message Center Signs: Staff is researching nighttime illumination regulations from other communities as directed by Town Council. Our findings will be presented in August.



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B. Historic Preservation Board Discussion and Ideas:

1. Board member Redstone expressed great concern and noted that he and his wife are considering possible legal action pertaining to the newly published Town's Heritage Brochure. He stated that the brochure is culturally derogatory, disrespectful and a blatant disregard to the American people. He commented that many more issues may develop and is disappointed in the printing. He requested that the item be added to the Board's agenda.

Moved by Member James, seconded by Member Karas, and unanimously carried to add the topic to the next agenda for discussion.

2. Member Bergon noted that the Board's meeting and agendas have become lengthy and would like the Board to consider reviewing and adopting Parliamentary Procedures for the meetings.

Moved by Member Karas, seconded by Member Redstone, and unanimously carried to add to the next agenda that the Historic Preservation Board review and adopt Parliamentary Procedures for its meetings.

- C. Next Scheduled Town Meetings: A meeting schedule was provided to the Board that included meetings through October 14, 2015 for the Planning Commission, Historic Preservation, Town Council and Parks and Recreation.

XIV. Adjournment: Meeting duly adjourned at 6:47 pm.


By: Peggy Bergon,
Historic Preservation Board Vice-Chair